

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF MAY 23 – 27, 2011

MONDAY, MAY 23, 2011

- | | | |
|------------|--|--|
| *8:30 a.m. | Community Options Program Planning Cmte. | Board Room B, Sophie Beaumont
111 N. Jefferson Street |
| *7:00 p.m. | Land Conservation Subcommittee | Room 161 – UW Extension
1150 Bellevue Street |
| *7:30 p.m. | Planning, Development & Transportation Cmte. | Room 161 – UW Extension
1150 Bellevue Street |

TUESDAY, MAY 24, 2011

(No Meetings)

WEDNESDAY, MAY 25, 2011

- | | | |
|------------|--|---|
| *4:00 p.m. | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |
| *6:00 p.m. | Human Services Committee | Room 200, Northern Building
305 E. Walnut Street |

THURSDAY, MAY 26, 2011

- | | | |
|------------|--|--|
| *8:30 a.m. | Aging & Disability Resource Board of Directors | NEW Curative
2900 Curry Lane |
| *5:30 p.m. | Administration Committee | Room 200, Northern Building
305 E. Walnut St. |
| *7:00 p.m. | Fire Investigation Task Force | Fire Station #4
2650 West Point Road |

FRIDAY, MAY 27, 2011

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE MEETING

Monday, May 23, 2011 – 8:30 a.m. - Sophie Beaumont Building - 111 North Jefferson Street, Green Bay, Wisconsin – Board Room B

1. Meeting called to order
2. Roll call
3. Modification/approval of agenda
- * 4. Modification/approval of minutes of March 28, 2011
5. General COP Update
6. **Closed session**--Pursuant to 19.85(l)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to—
- * 7. Appeal of reduction in SHC hours
- * 8. CBRF variance requests (18)
9. Any other business authorized by law

* Indicates materials are included in packet mailing

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LAND CONSERVATION SUBCOMMITTEE

Norb Dantine, Chair
Dave Kaster, Vice Chair
Bernie Erickson, Mike Fleck, Dan Haefs, Norbert Vande Hei

LAND CONSERVATION SUBCOMMITTEE

Monday, May 23, 2011
6:00 p.m. (PD&T to Follow)
Room 161, UW-Extension
1150 Bellevue Street

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of Land Conservation Subcommittee of April 25, 2011.
-
1. Land and Water Conservation Department Budget Update, April 2011 (will be provided at meeting if financials available).
 2. Working Lands Initiative Program information - attached letter from DATCP Keith Foye.
 3. Letter from DATCP regarding Conservation Reserve Enhancement Program – attached DATCP CREP Letter; Email correspondence with DATCP.
 4. Such other matters as authorized by law.
 5. Adjourn.

Norb Dantine, Chair

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Mike Fleck, Vice Chair

Dan Haefs, Dave Kaster, Norb Dantine

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, May 23, 2011

Approx 6:30 p.m. (To follow Land Con mtg)

Room 161, Ag & Extension Center

1150 Bellevue Street

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of the April 25, 2011.
1. Review minutes of:
 - a. Planning Commission Board of Directors Chapter 21 Subdivision Ordinance Revision Subcommittee (April 28, 2011).
 - b. Solid Waste Board (April 18, 2011).

Communications

2. Communications from Supervisor Nicholson re: Request the Planning Department to verify the number of residents with the Census Bureau that are provided in Districts 2 & 3.
Referred from May County Board.

Airport

3. Building Demolition Quotes – Bid Tabulation.
4. Airport Budget Status Financial Report, April 30, 2011.
5. Director's Report.

Highway

6. April 2011 Budget to Actual.
7. County Highway Road Ratings & Proposed Future Projects.
8. Highway Dept Overview & Staffing Plan (draft) – December 2010.
9. Highway Dept Explanation of Highway Funds.
10. Director's Report.

Planning Commission

11. Budget Adjustment (#11-66): Increase in expenses with offsetting increase in revenue.
12. Resolution re: Authorizing an Application for a Wisconsin Community Development Block Grant for Economic Development from the Wisconsin Department of Commerce.
13. Director's Report.

UW-Extension

14. Budget Status Financial Report, March 31, 2011.
15. Budget Adjustment Request (#11-59): Increase in expenses with offsetting increase in revenue.
16. Budget Adjustment Request (#11-60): Increase in expenses with offsetting increase in revenue.
17. Budget Adjustment Request (#11-61): Increase in expenses with offsetting increase in revenue.
18. Budget Adjustment Request (#11-62): Increase in expenses with offsetting increase in revenue.
19. Resolution re: Change in Table of Organization UW-Extension – Increase Grant Funded Position (Community Garden Coordinator LTE).
20. Director's Report.

Port & Solid Waste

21. Port – Budget Status Financial Report, April 30, 2011.
22. Solid Waste – Budget Status Financial Report, April 30, 2011.
23. Director's Report.
24. Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Solid Waste Agreements and Tipping Fees).
25. Revised Brown County Port and Solid Waste Fee Policy – Request for Approval.

Land Information - No agenda items.

Property Listing – No agenda items.

Register of Deeds – No agenda items.

Zoning – No agenda items.

Other

26. Audit of bills.
27. Such other matters as authorized by law.

Bernie Erickson, Chair

Attachments

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Pursuant to Section 19.84, notice is hereby given to the public:

**BROWN COUNTY CHILDREN WITH DISABILITIES
EDUCATION BOARD AGENDA
WEDNESDAY, MAY 25, 2011- 4:00 P.M. -
SYBLE HOPP SCHOOL**

1. Call to Order - 4:00 p.m. - K Prast
2. Action Item: Approval of March 25, 2010 Board Minutes
3. Correspondence
4. Action Item: Approval of Agenda - Additions: a. b.
5. Action Item: Donations
6. Action Item: Financial Report
7. Action Item: 2011-2012 Annual Budget
8. Action Item: Administrator Report
9. Action Item: Parent Organization
10. Action Item: Payment of Bills
11. Action Item: Replacement position
12. Action Item: Collaborative Agreement with Head Start
13. Action Item: HMO for MA Memo of Understanding
14. Adjournment to Executive Session: The Board will move to executive session and reconvene to open session as allowed by Wisconsin stats 19.85 (1)(c)(e)(f)(i) to discuss teacher evaluations, and staff requests.
15. Action Item: Staff requests
16. Action Item: Adjournment

"Any person wishing to attend who, because of disability requires special accommodation should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday May 23, 2011 so that arrangements can be made."

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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Carole Andrews, Vice Chair
Steve Fewell, Pat Moynihan Jr., Pat La Violette,
Pat Wetzel, Jesse Brunette

HUMAN SERVICES COMMITTEE

Wednesday, May 25, 2011

6:00 p.m.

Rm. 200, Northern Building
305 E. Walnut Street

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 27, 2011.

Comments from the Public

Report from Human Services Chair, Patrick Evans

1. Review Minutes of:

- a. Aging & Disability Resource Center (April 28, 2011).
- b. Human Services Board (April 14, 2011).
- c. Veterans' Recognition Subcommittee (April 19, 2011)

Syble Hopp

2. Syble Hopp School 2011-2012 Budget.

Aging & Disability Resource Center

3. Revenue and Expense Report for March, 2011.

Human Services Dept.

4. Executive Director's Report.
5. Action on Cost Impact of Psychiatrist / Proposed Changes in Class & Comp.
 - a. Fiscal analysis will follow.
6. Resolution re: To Oppose the Centralization of Economic Support Programs as Proposed in the Governor's Biennial Budget.
7. Lake Largo Neighborhood Association.
8. Financial Report of Community Treatment Center and Community Programs.
9. Community Treatment Center Update.
10. Monthly Inpatient Data – Community Treatment Center and Bellin Psychiatric Center.
11. Approval for New Non-Continuous Vendor.
12. Request for New Vendor Contract.
13. Monthly Contract Update.

Health Department – No agenda items.

Veterans' Services – No agenda items.

Other

14. Audit of bills.

Patrick Evans, Chair

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD OF DIRECTOR'S MEETING
Thursday, May 26, 2011 at 8:30 a.m.
NEW Curative - 2900 Curry Lane
Green Bay, WI 54311**

AGENDA

- Pledge of Allegiance
1. Adoption of Agenda
 2. Introductions
 3. Approval of the minutes of the regular meeting of April 28, 2011
 4. Comments from the Public
 5. Finance Report:
 - A. Review of the preliminary April 2011 Finance Report
 - B. Request from Red Cross for additional funds to cover fuel increases
 - B. Review and approval of Restricted Donations
 6. Approval of publishing service agreement for agency newsletter
 7. Adult Day Care Update
 8. Discussion of services to Hmong elders
 9. Orientation-ADRC/Family Care
 10. Family Care Update
 11. Director's Report
 12. Legislative Update
 13. Announcements
 14. Next meeting date – June 23, 2011
 15. Adjourn

Tom Diedrick, Chairperson
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

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ADMINISTRATION COMMITTEE

Tom Lund, Chair
, Vice Chair
Kris Schuller, Tony Theisen, Mark Tumpach

ADMINISTRATION COMMITTEE

Thursday, May 26, 2011

5:30 p.m.

Room 200, Northern Building
305 E. Walnut Street

- I. Call to Order.
 - II. Approve/Modify Agenda.
 - III. Election of Vice-Chair.
 - IV. Approve/Modify Minutes of April 28, 2011.
1. Review of minutes:
 - a. Facility Master Plan Subcommittee (April 21, 2011).

Information Services

2. Budget Status Financial Report, March 31, 2011.
3. Director's Report.

Treasurer

4. Budget Status Report, April 2011.
5. Treasurer's Financial Report for the Months of January, February, and March 2010.
6. Director's Report.

Child Support Agency

8. NIVD Fees.

Corporation Counsel

9. Request for Approval to Retain Outside Legal Services. *Pursuant to s. 2.03(3)(e) B.C. Code. Pursuant to s. 19.85(1)(g) the committee may convene in closed session to confer with counsel rendering oral or written advice concerning legal strategy with respect to pending litigation. Following this closed session the committee may vote to reconvene in open session.*

Department of Administration

10. Quarterly Financial Statement Results as of 12/31/2010.
11. Quarterly Financial Statement Results as of 3/31/2011.
12. Budget Status Financial Report, April 30, 2011.
13. 2011 Budget Adjustment Log
14. Director's Report.

Facility & Park Management

- 15. Director's Report.

Human Resources

- 16. Budget Status Financial Report, March 31, 2011.
- 17. Budget Adjustment Request (#11-64): Increase in expenses with offsetting increase in revenue.
- 18. Human Resources Activity Report, April 2011.
- 19. Update on Chapter 4 Revision (standing item).
- 20. Human Resources Staff Assignments.
- 21. County Board Health Insurance Benefit Comparison.
- 22. Director's Report.

- 23. **County Clerk** – Budget Status Financial Report, March 31, 2011.

Other

- 24. Audit of bills.
- 25. Such other matters as authorized by law.

Tom Lund, Chair

Attachments

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**BROWN COUNTY FIRE INVESTIGATION TASK FORCE
GENERAL MEMBERSHIP**

AGENDA

A meeting of the General Membership will be held on Thursday, May 26, 2011, at 7:00 p.m., at Green Bay Fire Station #4, West Point Road, Green Bay, WI.

- ITEM #1. Adoption of Agenda.
- ITEM #2. Review Minutes of Previous Meeting.
- ITEM #3. Report of Task Force Activities.
- ITEM #4. Information from Board of Directors Meeting.
- ITEM #5. Old Business.
- ITEM #6. New Business.
- ITEM #7. Juvenile Firesetter Business.
- ITEM #8. Other Business.
- ITEM #9. Set Date, Time, and Location of Next Meeting.
- ITEM #10. Training.

The BCFITF General Membership welcomes anyone interested in becoming a member. **Please post for your fellow firefighters and officers to read.**

Brad Muller
President, BCFITF General Membership



MAY 2011




SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	Executive Cmte 5:00 pm		Public Safety 5:00 p.m.	Ed & Rec 5:00 p.m. (Barkhausen)		
1	2	3	4	5	6	7
Mother's Day 	Executive Cmte 6:30 pm Rescheduled for May 2					
8	9	10	11	12	13	14
		Vets Recognition 5:15 pm Special Executive Cmte 5:30 p.m	Spc Pub Safety 6:30 Spc Ed & Rec 6:45 Board of Supervisors 7:00 p.m.	Facility Master Plan 5:30 p.m.		
15	16	17	18	19	20	21
	Land Con 7pm Plan Dev & Trans 7:30pm		Human Svc 6:00 pm	Admin Cmte 5:30 pm		
22	23	24	25	26	27	28
	Memorial Day! 					
29	30	31				



JUNE 2011



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5:00 pm	Ed & Rec 5:00 pm		
			1	2	3	4
	Executive Cmte 6:30 pm					
5	6	7	8	9	10	11
			Board of Supervisors 7:00 p.m.			
12	13	14	15	16	17	18
Father's Day 			Human Svc 6:00 pm	Admin 5:30 pm		
19	20	21	22	23	24	25
	Land Con 7 pm Plan Dev & Trans 7:30 pm					
26	27	28	29	30		

BROWN COUNTY COMMITTEE MINUTES

- Fire Investigation Task Force (March 3, 2011)
- Harbor Commission (March 14, 2011)
- Planning Commission Board of Directors, Chapter 21 Subdivisions Ordinance Revision Subcommittee (April 28, 2011)

To obtain a copy of Committee minutes:

[http://www.co.brown.wi.us/minutes and agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on March 3, 2011, at 7 p.m. at De Pere Fire Station #1, 400 Lewis Street, De Pere, WI.

Present: Joe Gabe, Glenn Deviley, Dan Kerkhoff, Rick Davidson, Lance Catalano, Kevin Tielens, Dave Seidl, Tom Delaney, Norman Heraly, Terry Rottier, Bill Tews, Brad Neville, Jim Stupka, John Schweitzer, Tom Hendricks, Doug Peters, Brad Muller

Item #1. Adoption of Agenda.

Motion was made by Gabe and seconded by Kerkhoff to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Deviley and seconded by Catalano to approve the minutes of the last meeting of December 2, 2010. **Motion carried.**

Item #3. Report of Task Force Activities.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

12-14-10 2649 Appian Way, Green Bay (residence/undetermined)
12-15-10 5534 S. CTH P, New Denmark (business/arson)
12-17-10 473 N. Wall St., Denmark (multi-family/fatal/undetermined)
12-26-10 1413 S. Norwood Ave., Green Bay (multi-family/arson)
12-28-10 861 Moon Dr., Howard (residence/accidental)
01-01-11 1440 Crooks St., Green Bay (garage/accidental)
01-09-11 1308 Doty St., Green Bay (residence/accidental)
02-20-11 1067 Parkview Rd., Ashwaubenon (business/under investigation)

Deviley reported that the 1032 Pine Street arson is scheduled for jury trial on April 19, 2011.

Item #4. Information from Board of Directors Meeting.

Muller reported that the last Board meeting was on December 16, 2010. Gossage advised that the fire investigation unit can go outside the county with the stipulation that if it turns out to be a criminal scene, then mutual aid needs to be requested through that county's sheriff's department. A letter to the fire chiefs should be sent letting them know this. The process is still ongoing regarding the task force becoming a MABAS asset. It was also suggested that someone from the task force give a synopsis at the fire chiefs or MABAS meetings as to the task force's activities. The Green Bay fire chief volunteered to write a grant for a new truck. Muller and Larry Wilson are working on a dollar match for a new truck. The next Board meeting is March 17, 2011.

FITF General Membership
March 3, 2011
Page 2 of 2

Item #5. Old Business.

Let Muller know if you have any ideas for items to be purchased. The new items that were purchased at the end of last year are in the truck. Let Deviley know if you have any training ideas. He can also set up some regional training with Scott Tebo. The annual \$5 dues are due. Update Muller with any phone or e-mail changes. Give Muller ideas for things you would like to see in the new truck so that a cost estimate can be figured for a truck. Muller stated that at the next Board meeting he would like to suggest that a letter be sent to fire chiefs to try to recruit more interns as we are running low. Muller stated that an election committee needs to be formed at the next General Membership meeting for the upcoming election in September.

Item #6. New Business.

The spring IAAI conference is June 6-9, 2011.

Item #7. Juvenile Firesetter Business.

Gabe reported that Nick Craig had three cases referred from Green Bay. Also, there are two pending cases from Suamico and Oconto.

Item #8. Other Matters.

The heater on the truck has been fixed.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for May 26, 2011, at 7 p.m., at Green Bay Fire Department #4, West Point Road, Green Bay, WI.

Item #10. Training.

Deviley talked about the tort reform bill and changes to testifying in court and what is required by investigators.

Respectfully submitted,

Marsha Laurent
Recording Secretary

PORT AND SOLID WASTE DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

CHARLES J. LARSCHEID

PHONE: (920) 492-4950

FAX: (920) 492-4957

PORT AND SOLID WASTE DIRECTOR

**PROCEEDINGS OF THE BROWN COUNTY HARBOR
COMMISSION**

A meeting was held on Monday, March 14, 2011, at the Clarion Hotel in Green Bay, WI.

The meeting was officially called to order by President McKloskey at 11:35am.

1. Roll Call:

Present:

President Neil McKloskey
Commissioner Ron Antonneau
Commissioner John Gower (arrived at 11:40)
Commissioner John Hanitz
Commissioner Bernie Erickson
Commissioner Tom Klimek (left at 12:35)
Commissioner Hank Wallace

Absent:

Commissioner Bill Martens
Commissioner Craig Dickman

2. Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Ron Antonneau and seconded by John Hanitz. Unanimously approved.

3. Approval/Modification – February 14, 2011 Meeting Minutes

A motion to approve the February 14, 2011, meeting minutes was made by Ron Antonneau and seconded by Tom Klimek. Unanimously approved.

4. Presentation on Feasibility Study of the Intermodal Port Facility

Dr. Ray Hutchinson, UW-Green Bay, gave a power point presentation. The final report and a longer presentation including the survey, economic data and possible location sites will be given at the symposium.

5. Cat Island Chain Restoration Project

The Dredge Material Management Plan is currently undergoing a peer review process by the Corps of Engineers in Detroit. An explanation of this process was requested as this could cause a delay of up to six months. Because the funding is in place to do one island, the Commission discussed the feasibility of the Port taking over the project if the Corps doesn't finish the review in a timely fashion. The Commission also discussed the idea of sending a letter to the governor and state and federal officials asking for assistance. The goal is to start the project this year.

6. Closure of Renard Island

a. Great Lakes Restoration Initiative Grant – request for Approval

A motion to approve was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.

b) Brown County Construction Project – update

Construction will continue as temperature and weather conditions permit. Warmer weather has all but stopped further sediment hauling.

c) Cap Quality Material - update

d) Corps Project – update

The target date for removal of the causeway is 2012. Lobbying for funding for the Corps is on-going. Funds for the project will come from either the Corps or from our grant. Chuck and Dean are meeting our federal legislators in Washington, D.C. in April to try to secure continued funding.

7. Hiway 41 Reconstruction Project – Update

Finalization for the approval of the plan is one step away. A letter to James Zellmer of the DNR was distributed to the Commission detailing the recommended change. The DNR will approve but with conditions and testing requirements.

8. Port symposium – Update

The Symposium will be held April 18 at the Green Bay Yacht Club. An agenda for the day was distributed to the Commission. A tour of the south lighthouse of the Green Bay Yacht Club will be available to attendees following the luncheon.

9. Audit of Bills

A motion to approve the bills as presented was made by Neil McKloskey and seconded by Ron Antonneau. Unanimously approved.

10. Tonnage Report

No report

11. Director's Report

The governor's proposed budget is being reviewed for its effect on the port and solid waste departments.

The County will have about a \$5 million deficit going into 2012. A task force has been established to make recommendations regarding the planning for staffing and other expenses..

12. Such Other Matters as Authorized by Law

13. Adjourn

A motion to adjourn was made by Ron Antonneau and seconded by John Hanitz. The meeting was adjourned at 1:00 P.M.

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
CHAPTER 21 SUBDIVISIONS ORDINANCE REVISION SUBCOMMITTEE
Thursday, April 28, 2011
Northern Building
305 E. Walnut St., Room 200
Green Bay, WI
3:00 p.m.

ROLL CALL:

Bill Bosiacki	<u>X</u>	Dennis Reim	<u>Exc</u>
Graham Callis	<u>X</u>	Peter Schleinz	<u>X</u>
David Chrouser	<u>X</u>	Michael Soletski	<u>Exc</u>
Norbert Dantine, Jr.	<u>Exc</u>	Michael Vande Hei	<u>X</u>
Pat Ford	<u>X</u>	Andrew Vissers	<u>Exc</u>
Pat Kaster	<u>Exc</u>	Jim Wallen	<u>X</u>
Chuck Lamine	<u>X</u>		

The meeting was called to order at 3:07 p.m.

1. Approval of the December 9, 2010, Chapter 21 Subdivisions Ordinance Revision Subcommittee meeting minutes.

A motion was made by P. Ford, seconded by C. Lamine, to approve the minutes. Motion carried.

2. Review and action regarding final version of proposed Chapter 21 Land Division and Subdivision Ordinance.

P. Schleinz noted that prior to the meeting he was able to ask P. Kaster, D. Reim, M. Soletski, and A. Vissers if they had comments regarding the final version of the proposed ordinance. P. Schleinz noted that P. Kaster referenced a typo in the definition for "Certified Survey Map" on page 5, and M. Soletski commented that he hoped the ordinance would not need to be updated again for another 5-10 years.

P. Schleinz stated that all ordinance changes were based on documented minutes from the subcommittee meetings. Some changes may have evolved over two or more meetings, but the final product was a direct reflection of conversation and accepted changes made by the subcommittee.

P. Schleinz handed out a document that summarized significant changes between the existing and proposed ordinance. Simple formatting and typo corrections may not be referenced. If there were any small text changes that resulted from typo corrections, the changes were reviewed by three staff members and compared to the minutes to ensure the meaning and intent of the proposed ordinance did not change.

The subcommittee made the following changes before the near final draft ordinance should be forwarded to the Brown County Planning Commission Board of Directors:

- a) Renumber ordinance sections: Final changes to be determined when final formatting is performed with Planning and Land Services staff and Corporation Counsel.
- b) 21.20 – Correct typo in Certified Survey Map definition: Change "...A certified survey map as the same legal..." to "...A certified survey map has the same legal..."

- c) 21.46(3)(i) – Remove completely. Small scale drawing requirement determined to be unnecessary and difficult to fit onto a certified survey map.
- d) 21.47(3)(i) – Remove completely. Small scale drawing requirement determined to be unnecessary and difficult to fit onto a retracement certified survey map.
- e) 21.48(1) – Clarify text regarding parcels: Change "...record into a single lot including the reduction..." to "...record into fewer parcels, including the reduction..."
- f) 21.48(3)(i) – Remove completely. Small scale drawing requirement determined to be unnecessary and difficult to fit onto a combination certified survey map.
- g) 21.50(1)(g) – Clarify need for certificates on replacement documents: Change "...replacement land division document" to "...replacement land division document with required signatures and certificates."
- h) 21.61(18)(b) – Clarify text regarding characters in street names: change "(including spaces)..." to "(including spaces, but not including prefixes or suffixes such as N, S, E, W, or ST, AV, LN, WY)..."
- i) 21.63(4)(c) – Clarify paragraph regarding zero lot line developments: Delete paragraph and replace with "Zero lot line lots shall conform to all requirements of the local municipality zoning ordinance. Zero lot line developments shall only be allowed in municipalities that have adopted a zero lot line zoning ordinance, planned unit development, or variance."

After a brief discussion, the subcommittee agreed that the changes were minor and should be made by staff without the need to hold another subcommittee meeting.

A motion was made by C. Lamine, seconded by P. Ford, to approve the final version of proposed Chapter 21 Land Division and Subdivision Ordinance, subject to the above changes, and to pass the ordinance to the Brown County Planning Commission Board of Directors for consideration and approval. Motion carried.

3. Other matters.

C. Lamine summarized the approval process that the revised ordinance will go through after today's subcommittee approval. Over the next few months the Brown County Planning Commission Board of Directors, Brown County Planning, Development & Transportation Committee, and the Brown County Board would review the document for approval. Approval of ordinances includes a public hearing. There already were many opportunities for non-committee member input over the past two years during each of the subcommittee meetings, which were open to the public. Likewise, the public was able to comment directly to staff, which created a transparent ordinance review and approval process.

C. Lamine also informed the subcommittee that the proposed environmentally sensitive area changes that were worked on received a warm welcome from the Wisconsin Department of Natural Resources Bureau of Watershed Management. The proposed changes will be presented to the Brown County Planning Commission Board of Directors on May 4, 2011, as an update to the Brown County Sewage Plan. The Sewage Plan must be updated before the Subdivision Ordinance changes in order to prevent discombobulated regulations that would confuse property owners.

The committee concurred that future subcommittee meetings were no longer needed. C. Lamine thanked all subcommittee members for their time and effort put into the project.

4. Adjourn.

The meeting adjourned at 4:15 p.m.